

**PROCEEDINGS OF THE AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY BOARD MEETING**  
**December 14, 2017**

**PRESENT:** Larry Epstein, Patricia Finder-Stone, Randy Johnson, Bev Bartlett, Melanie Maczka, Deborah Lundberg, Beth Relich, Mary Johnson

**EXCUSED:** Linda Mamrosh, Mary Derginer, Arlie Doxtater, Amy Payne

**ABSENT:** Corrie Campbell

**ALSO PRESENT:** Laurie Ropson, Devon Christianson, Christel Giesen, Kristin Willems, Denise Misovec, Tina Whetung, Tom Smith, Olivia Fero, Pa Houa Xiong, Nyna Frelich, Sarah Scott, Robin Kuklinski, Devin Yoder, Lisa Conard

The meeting was called to order by Chairperson, Epstein at 8:35 a.m.

**PLEDGE OF ALLEGIANCE:**

**INTRODUCTIONS:**

All introduced themselves including new ADRC staff members.

**ADOPTIONS OF AGENDA:**

Mr. Epstein communicated the need to move item 9 on the agenda to number 6.

Ms. Finder-Stone/Ms. Lundberg moved to adopt the amended agenda. **MOTION CARRIED.**

**APPROVAL OF MINUTES OF REGULAR MEETING OF October 26, 2017:**

Ms. Bartlett/Ms. Johnson moved to approve the corrected minutes for the October 26, 2017 Meeting. **MOTION CARRIED.**

**COMMENTS FROM THE PUBLIC:**

None

**85.21 2018 PLAN APPROVAL- CHRISTEL GIESEN:**

Ms. Giesen explained that the ADRC has administered the 85.21 Specialized Transportation Grant Program for Brown County since 1993 requiring annual review and approval of the plan by the Board. Ms. Giesen explained this will be the last year for this approval as it has been determined that a County entity must administer the plan and a non-profit organization (such as the ADRC) may not.. Therefore, after exploring all of the options, the natural positive county department, Brown County Planning, was approached and they responded positively to the request. Brown County Planning administers similar services and will take on this responsibility on January 2018. Mr. Yoder from Brown County planning explained that prior relationships were already established between Brown County planning and the ADRC and feels the transition is going smoothly. Mr. Yoder explained that with the exception of this change, the intent is not to make any major changes to the program itself as it is working well. Ms. Giesen stated that she, and several many members of the ADRC Board, are active members of the Transportation Coordination Committee and will remain involved as advocates for ADRC customer populations.

The 85.21 Specialized Transportation Assistance Program provides state financial aid to all 72 Wisconsin counties to serve older adults and people with disabilities. The 85.21 Specialized Transportation Assistance Program operates on an annual, calendar-year basis. Brown County has an estimated 31,232 residents who are 65 years of age or older and 17,802 residents who are under 65 years of age and have a disability. Brown County's allocation for 2018 is \$ \$548,036 and when combined with the mandatory 20% local match there is a total of \$657,644.25.

Ms. Giesen reviewed the 85.21 application, project summaries, budgets, and the overall plan summary. The plan proposes and requests approval for funding for a 4 projects: Brown County Health and Human Services Department, Curative Connection's Transportation Program, Mobility Management Program and the Salvation Army. Ms. Giesen

explained that the application includes adding \$2,957 to the trust fund, which is used “to maintain equipment purchased through 5310 funds, assist with major repair costs for vehicles when those expenses exceed \$5,000.00, as match or to assist with the purchase of the unexpected replacement of vehicles and support the Mobility Management Program in Brown County.” The current balance of Brown County’s 85.21 Trust Fund is \$58,603.00.

Ms. Giesen shared that there were 2 public hearings that were well attended and generally positive about the specialized transportation programs, but did identify gaps including the lack of evening, weekend and holiday specialized transportation services, and the importance of transportation for the purpose of socialization, support groups and prevention classes. The feedback provided has resulted in working with Curative to increase access to transportation for support groups and prevention programs.

Ms. Finder-Stone/Ms. Relich moved to approve the 2018 85.21 Plan. **MOTION CARRIED.**

Ms. Christianson asked to move agenda item 8a. to item 7.

Ms. Finder-Stone/Ms. Lundberg moved to amend the agenda as requested. **MOTION CARRIED.**

#### **DIRECTORS REPORT:**

##### **A. DCS ASSISTANT POSITION TO THE ORG CHART:**

Ms. Christianson explained there was a temp Dementia Care Specialist Assistant position in place until December 2017. She then shared that with the approval of the Dementia Care Specialist Position within the state budget, the work in this area is overwhelming and there is funding available to permanently add a Dementia Care Specialist Assistant position.

Ms. Bartlett/Ms. Lundberg moved to approve the DCS Assistant position. **MOTION CARRIED.**

#### **ANNOUNCEMENTS- THANK YOU BETH RELICH:**

Ms. Christianson shared some of the important decisions made by the Board during the 6 years that Beth Relich was a member of ADRC Board of Director’s member representing the population of children with disabilities transitioning from high school into the adulthood. Ms. Christianson thanked Ms. Relich for her time and advocacy. Ms. Christianson vowed the ADRC would continue to passionately serve and focus on this population of young adults at the ADRC. Ms. Relich thanked the ADRC as well.

#### **FINANCE REPORT:**

##### **REVIEW AND APPROVAL OF FINANCE REPORT – November 2017:**

Ms. Christianson referred to the 2017 Financial Highlights and ADRC Summary Report to demonstrate the expenses and revenues for the month of November.

Ms. Christianson will add this action item to the January 25, 2018 meeting agenda.

##### **REVIEW AND APPROVAL OF RESTRICTED DONATIONS:**

The ADRC received a \$200.00 restricted donation from the Brown County Sheriff’s Benevolent Association for the Cookie Decorating Extravaganza. The ADRC received a \$500.00 restricted donation from Jeff Brault in memory of Rudy and Rosemary Brault. The ADRC received a \$500.00 restricted donation from Randy Trembl in memory of Robert Trembl.

Ms. Christianson will add this action item to the January 25, 2018 meeting agenda.

#### **REPORT OF THE EXECUTIVE & FINANCE AND THE HR & NOMINATIONS MEETING:**

##### **A. Slate of Officers and Board Positions:**

Mr. Epstein shared that Beth Relich is the only exiting board member this year. Tom Smith was approved by the committee to take her place representing persons with developmental disabilities.

Mr. Smith introduced himself to the board and shared his background.

Mr. Epstein explained that recruitment for the vacancy to represent persons with physical disabilities is still in process. Ms. Christianson explained that she has a meeting set with a possible candidate.

Ms. Derginer was nominated and approved to take the Treasurer position on the Executive Committee.

#### **DIRECTORS REPORT: (cont.)**

##### **B. GWAAR-ANNUAL PLAN AMENDMENT AND BUDGET:**

Ms. Christianson explained that GWAAR has a policy to submit an approved for which is created from information that was approved by the board through the budget in July 2017. Ms. Christianson referred to the summary page and explained difference in revenue sources. This information is just from GWAAR – Older American's Act or Aging program dollars only.

Ms. Christianson will add this action item to the January 25, 2018 meeting agenda.

##### **C. 3 YEAR AGING PLANNING PROCESS AND DENMARK UPDATE:**

Ms. Christianson explained the 3 year aging plan is due in November 2018. Ms. Christianson explained that she along with Dr. Higgins, volunteers; Mr. Meyer, and Mr. Sinkula has been meeting to create the questions that will be asked in the focus groups to gather information that will be used in creating the next aging plan. Ms. Christianson may ask for information on personal and professional circles that board members may be a part of to conduct these focus groups. Groups will be about 8 to 10 people. Ms. Christianson reminded the board that she will be asking for assistance in conducting some of these groups and also assisting with one on one interviews. Ms. Christianson will ask board members to interview people that board members know, but that do not know the ADRC. The goal is to reach individuals that do not currently use ADRC services.

Mr. Epstein shared an update on the discussions with the Denmark Community. He is seeing some change in opinions about what is needed and Denmark's focus is shifting and they are seeing more value in the services than in prior meetings. Ms. Christianson discussed a meeting held at the ADRC in Green Bay with the Denmark group. Ms. Bartlett explained that the meeting went over the time scheduled with discussion and a tour of the ADRC. Ms. Bartlett felt that many from Denmark were surprised and were not aware of the wide range of services that the ADRC offered. Ms. Bartlett felt that this spurred ideas around services for Denmark from the community leaders that were in attendance until the end of the meeting. Mr. Johnson shared he was surprised to hear the high cost of providing the congregate meal in Denmark due to low attendance numbers. He believes that increased urgency to finish discussion and come to solutions on how to move forward is appropriate considering the high cost associated with current situation. Ms. Christianson shared there are 15 home-delivered meals each day with just 2 congregate meals being served in Denmark. Ms. Christianson was asked by community leaders to attend the next village board meeting to present the ADRC investment in Denmark over the last 30 years. Additional conversation ensued. Ms. Christianson shared that after she attends the village board meeting she will meet again with the Denmark task force group to come up with alternatives to offer Denmark.

##### **D. BADGER TERRACE MEAL PROGRAM:**

Ms. Christianson shared that the ADRC was recently notified the Badger Terrace meal site (a subsidized housing unit serving approximately 17 to 20 people lunch each day) was requesting to cancel their location as a congregate meal site. Ms. Christianson explained that their housing manager retired and a long standing volunteer with the meal program has left. Ms. Christianson had a meeting with the new Housing Manager and found that they are finding it difficult to find resident volunteers to serve the meals and they do not want to continue. Ms. Christianson shared there would be significant challenges delivering home-bound meals to these residents due to differences in qualifying criteria from congregate dining to home-delivered meals at the site. Ms. Christianson is still in negotiations and has not officially received a final notice from Badger Terrace. A 60 day notice is required from the location at which point, alternatives for congregate meal participants will need

to be presented etc. Additional conversation ensued. Ms. Christianson will continue with discussion and will bring updates to the Board.

**LEGISLATIVE UPDATES:**

Ms. Christianson shared there are many dementia and caregiver related bills are being considered.

Ms. Christianson stated the proposed Federal tax bill will be of concern with proposed reductions in Medicaid.

Ms. Finder-Stone asked fellow board members to contact legislators often to express opinions.

**ANNOUNCEMENTS:**

Ms. Christianson announced that the ADRC Senior Center Coordinator in Pulaski, Kitty Kaari, will be retiring on December 31, 2017. Discussions with this rural community will need to take place to see what opportunities there will be in Pulaski. Ms. Christianson will keep the board updated.

**NEXT MEETING – January 25, 2018 at the ADRC**

**ADJOURN:**

Melanie Maczka / Randy Johnson moved to adjourn the meeting. **MOTION CARRIED.**

The meeting adjourned at 10:20 a.m.

Respectfully Submitted,  
Kristin Willems,  
Administrative Specialist